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OFFICE OF FINANCE STAFF MEETING MINUTES

16 June 1982

A. Notes Based on DDA Staff Meetings:

1. Reported Charles Briggs appointed Executive Director, effective 11 June. Reported DDCI will have Staff Meetings on Monday and on Wednesday.

2. It was announced Jim McDonald appointed Associate Deputy Director for Administration effective 28 June vice William Hart, Daniel C. King appointed Director of Logistics effective 28 June, vice James McDonald, [redacted] appointed Deputy Director of Logistics effective 28 June and [redacted] appointed Executive Officer of Logistics. 25X1 25X1

3. Reported [redacted] appointed Deputy, EEO. 25X1

B. Items from Mr. Sherman:

1. Mr. Sherman reported O/Finance will brief [redacted] on 22 June from 1430 to 1600. 25X1

2. There was a discussion re Key Building Parking in which Mr. Sherman advised the policy effective immediately will be any Office of Finance employee leasing parking spaces allotted to OF by Charles E. Smith Management will lose the privilege to lease that parking space due to reassignment outside the Office of Finance and/or Key Building. The only exception to this policy will occur when the current leasee is permitted to transfer the lease rights to an Office of Finance employee assigned to Key Building who is carpooling on a regular basis with the original leasee.

C. Around-the-table:

1. [redacted] reported the second Task Force meeting on Prompt Payment will be held tomorrow. Also reported receiving responses to the questionnaire on decentralization input of obligations. Reported nine offices said they couldn't handle with present resources available and 13 offices said not sufficient input of obligations. 25X1

2. [redacted] reported PMCD is conducting desk audits in CD. Also ACIS Task Force meeting on payroll process. Also reported looking at paper flow and data input in Pay Admin Branch. 25X1

3. [redacted] reported re the Prompt Payment Bill that some issues had to be resolved with OMB because Defense had objected to several procedures; OMB draft should be available by Friday. 25X1 25X1

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25X1 25X1 25X1

4. [redacted] reported hiring freeze against 1983 ceiling looks grim, Agency is over and DDA up to ceiling at 1 October. Reported Mr. McDonald announced meeting with GSA re leasing [redacted]

25X1 25X1

5. [redacted] announced the following assignments:

[redacted]

Also reported Agency-wide hiring freeze.

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There was no O/Finance Staff Meeting on

23 June 1982.

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